

# AAPSE BOD Meeting Minutes

5/29/20

10:30am-11:30am Central

Zoom/teleconference

**Meeting called by:** Kim Brown

**Type of meeting:** Board of Directors (BOD)

**Recorded by:** Betsy Danielson

**BOD Attendees:** Kim Brown, Betsy Danielson, John Feagans, Faye Golden, Sharon Gripp, Jan Hygnstrom, Jessica Lenker, Becky Maguire, Gene Merkl, Kerry Richards, Mimi Rose, Sonja Thomas, Mike Wierda

## Minutes

**Agenda item:** 1. Call to Order **Presenter:** Kim Brown

**Agenda item:** 2. Treasurers Report **Presenter:** Sonja Thomas

**Discussion:** Sonja Thomas stated that there have been quite a few renewals due, in part, to the recent AAPSE Antimicrobials 101 webinar. Membership is currently over 200 members. Sonja said that there has been an uptick in 2- and 3-year memberships. Sonja is preparing to send paperwork to George Hamilton for an audit. Motion by Kerry Richards to accept the Treasurer's report as presented. Seconded by Jan Hygnstrom. Motion passed.

## OLD BUSINESS

**Agenda item:** 3. 2020 AAPSE Meeting Update **Presenter:** Kim Brown  
a. Virtual Meeting – August 3, 2020  
b. Professional Development Committee Report

**Discussion:** Kim Brown shared that in regards to the cancellation of the in-person meeting in Denver, a letter written by the attorney has been received by the hotel. AAPSE will not be pursuing this matter further at this time.

**3a.** Kim Brown led discussion on the timing and agenda of the virtual meeting. The BOD meeting will be held the Friday before the virtual meeting, July 31 at 11:30 EST (the normal time for BOD meetings). The EC suggested holding the General Membership Meeting on August 3<sup>rd</sup> at 3:00 pm EST. Motion by Jan Hygnstrom to hold the national meeting at 3:00 pm EST on August 3<sup>rd</sup> for the full membership meeting. Seconded by John Feagans. Motion passed. The BOD will approve the agenda before it is sent to the full membership.

The BOD suggested holding the professional development portion of the meeting on a separate day, August 4. Motion by Gene Merkl to hold the professional development meeting on August 4<sup>th</sup>. Seconded by Mike Wierda. Motion passed. BOD agreed that this would result in less time sitting at a computer.

Faye Golden questioned whether there would be a registration fee for the virtual meeting? An online fee of \$100 was originally set for the in-person meeting in Denver. The BOD discussed several options including not charging AAPSE members as a benefit of membership, and charging both AAPSE members and non-members to ensure that viewers value the training and to potentially increase AAPSE membership. Motion by Kerry Richards that there will be no fee charged to attend the virtual professional development meeting on August 4, 2020 for AAPSE members. Seconded by Becky Maguire. Motion passed. Non-members can view the webinar by joining AAPSE.

**3b.** Becky Maguire, co-chair of the Professional Development Committee, stated that the professional development portion would most likely be 1-1.5 hours long. Speakers and speaker topics have not been finalized, but ideas include teaching and education via webinar and how do we manage without glyphosate. The committee is open to more ideas. The webinar will be recorded via Zoom (Sonja Thomas' account at Auburn) and made available on the AAPSE website only to active members. The BOD discussed having questions emailed to presenters after the live presentation for a certain amount of time. Questions and answers could be posted on the AAPSE website or if there is enough interest, offering a follow-up webinar. Kim Brown asked that the Professional Development Committee decide on the schedule and present it to the BOD.

Action items	Person responsible	Deadline
✓ Hold August 3 <sup>rd</sup> for 2020 AAPSE General Membership meeting and August 4 <sup>th</sup> for professional development meeting.	AAPSE members	8/3/20
✓ Report Professional Development Committee schedule/timeline to BOD.	Becky Maguire	6/26/20
✓ Create draft agenda.	AAPSE BOD	6/26/20

**Agenda item:** 4. COVID-19 **Presenter:** Kim Brown

**Discussion:** Kerry Richards shared the following link: PPE Prioritization for Agriculture [https://www.fda.gov/food/food-safety-during-emergencies/food-and-agriculture-considerations-prioritization-ppe-cloth-face-coverings-disinfectants-and?utm\\_campaign=5-22-2020-PPE&utm\\_medium=email&utm\\_source=Eloqua](https://www.fda.gov/food/food-safety-during-emergencies/food-and-agriculture-considerations-prioritization-ppe-cloth-face-coverings-disinfectants-and?utm_campaign=5-22-2020-PPE&utm_medium=email&utm_source=Eloqua)

Becky Maguire thanked Faye Golden for her work on putting together and hosting the Antimicrobial webinar. Faye noted that they are planning a follow-up webinar and will be sending a solicitation for topics soon. Kim Brown reminded the BOD to utilize virtual technology to showcase events in their regions and promote discussions between AAPSE members.

Agenda item:	5. Reminders	Presenter:	Kim Brown
	a. Awards due June 1		
	b. CTAG website: <a href="http://ctagroup.us">http://ctagroup.us</a>		
	i. Looking for topics to focus on related to certification and training		
	c. By-Laws – membership vote		
	d. New Committees		
	i. Social Media		
	ii. Strategic Plan		
	e. AAPSE <i>Meet &amp; Greet</i>		

**Discussion:**

**5c.** Expect an email next week regarding the 60-day notice regarding a vote on reducing presidential terms. The full membership vote to change the by-laws to reflect the change in length of president, president-elect, and past-president as well as a clean-up of the by-laws will be done electronically starting August 3.

Action items	Person responsible	Deadline
✓ Reach out to Carol Black, AAPSE liaison to CTAG, if you have any topics for CTAG.	AAPSE members	anytime
✓ Send suggestions/names of people interested in serving on the social media and strategic plan committees to Kim Brown.	AAPSE members	6/26/20

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**Agenda item:** 6. Other Old Business **Presenter:**

**Discussion:** none.

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**NEW BUSINESS**

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**Agenda item:** 7. Committee Reports **Presenter:** Kim Brown

**Discussion:** Faye Golden reported that the Issues and Evaluations Committee submitted a Strengthening Transparency in Regulatory Science document to EPA on May 18. Kim Brown thanked Faye and the Issues and Evaluations Committee for their work.

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**Agenda item:** 8. Member Concern from the Western Region **Presenter:** Kim Brown

**Discussion:** Mike Wierda summarized the concern regarding the lack of a full membership vote about the location of the 2021 AAPSE meeting. Kim Brown provided background to the BOD stating that focusing on the 2021 meeting would not begin until the 2020 meeting cancellation issues were resolved. The vote was made to hold a 2020 meeting, which will now be held virtually. AAPSE is in the planning stages of the 2021 meeting. The location of the 2021 meeting was originally slated for the Southern Region per the meeting rotation. Betsy Danielson summarized past meeting minutes and found that the full membership has not traditionally voted on national AAPSE meeting locations. Locations have been either volunteered or have been held in conjunction with other meetings. Please contact Betsy if you would like the summary.

Due to time limitations for a full discussion, this agenda item will be tabled until next BOD meeting to be held on or before June 12.

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**Agenda item:** 9. 2021 AAPSE Meeting **Presenter:** Kim Brown

**Discussion:** Tabled until next BOD meeting.

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**Agenda item:** 10. Do we need to survey our membership?  
Who would help develop a well thought out,  
comprehensive survey? **Presenter:** Kim Brown

**Discussion:** Tabled until next BOD meeting.

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**Agenda item:** 11. Comments and Announcements **Presenter:** Kim Brown

**Discussion:** None.

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**Agenda item:** 12. Adjournment **Presenter:** Kim Brown

**Discussion:** Motion by Kerry Richards to adjourn. Seconded by Becky Maguire. Motion passed.

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**Next BOD meeting:** TBD via doodle poll. 10:30 am Central

**Future meeting dates:**

June 26

July 31

# AAPSE BOD Meeting Minutes

6/5/20

10:30am-11:00am Central

Zoom/teleconference

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**Type of meeting:** Board of Directors (BOD)

**Recorded by:** Betsy Danielson

**BOD Attendees:** Kim Brown, Betsy Danielson, Faye Golden, Sharon Gripp, Jan Hygnstrom, Jessica Lenker, Becky Maguire, Gene Merkl, Kerry Richards, Mimi Rose, Mike Wierda

## Minutes

**Agenda item:** 1. Call to Order **Presenter:** Kim Brown

### OLD BUSINESS

**Agenda item:** 2. Member Concern from the Western Region **Presenter:** Kim Brown

**Discussion:** Kim Brown summarized the discussion from the 5/29/20 AAPSE BOD meeting, Mike Wierda stated that the member concern was regarding whether the full membership should vote on the location of the National AAPSE meeting. The BOD discussed the concern and agreed that a full membership vote was not needed to decide future National AAPSE meeting locations.

Action items	Person responsible	Deadline
✓ Reach out to member to inform them of BOD decision.	Becky Maguire and Mike Wierda	6/26/20

**Agenda item:** 3. 2021 AAPSE Meeting **Presenter:** Kim Brown

**Discussion:** Kim Brown led discussion on where to hold the 2021 National AAPSE meeting and whether or not to hold it in conjunction with the PACT meeting. Kerry Richards shared that Michigan State has signed a contract with the Sheraton Hotel in Denver for the week of July 19, 2021 and added room and meeting space for other organizations to meet in conjunction with the PACT meeting. Kim Brown stated that the Southern Region is willing to host the 2021 AAPSE meeting and has approval from the Southern Region. Mike Wierda stated that Thia Walker is also willing to host the 2021 meeting in Denver, CO. Faye Golden stated we should follow the rotation of AAPSE meetings. Sharon Gripp stated that the Northeast Region would like to have the 2021 AAPSE meeting in association with the PACT meeting to make it more cost effective for smaller states to attend. Kim Brown agreed that finances are an issue for many states. Becky Maguire stated that other than one concern raised, she has heard no other concerns from other members of the Western Region. The North Central and Southern regional representatives concurred that holding the meeting in conjunction with PACT would be financially beneficial. Kim Brown asked each regional representative if they wanted to hold the 2021 AAPSE meeting in conjunction with the 2021 PACT meeting. All regional representatives present responded with a verbal "yes." Motion by Mike Wierda to hold the annual AAPSE meeting in 2021 in conjunction with PACT in Denver. Seconded by Mimi Rose. Kerry Richards mentioned that Thursday, July 22, 2021 is open for other meetings beyond PACT. Motion passed.

Action items	Person responsible	Deadline
✓ Inform PACT that we will be meeting in conjunction with them in July 2021 in Denver.	EC	6/19/20

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**Agenda item:** 4. Do we need to survey our membership?  
Who would help develop a well thought out,  
comprehensive survey? **Presenter:** Kim Brown

**Discussion:** Kim Brown asked the BOD if it would be beneficial to develop a well-thought out survey for the membership to determine if members are getting value out of the AAPSE organization and how members can get more value out of AAPSE. Data from the survey would help the BOD make decisions moving forward due to COVID-19 and assist in updating AAPSE's Strategic Plan. Mike Wierda discussed avoiding survey-fatigue and suggested summarizing previous survey data in messaging that goes out with a new survey. Kim Brown asked for volunteers to help to determine what questions should be asked on the survey. Timing of the survey was discussed by the BOD including before the General Membership Meeting, during the meeting to provide additional information to the members, and/or after the meeting to have their experience of the virtual meeting inform their opinion.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Inform Kim Brown if you would like to help with survey.	AAPSE members	6/19/20

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**NEW BUSINESS**

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**Agenda item:** 5. National Pest Management Association  
request **Presenter:** Faye Golden

**Discussion:** Faye Golden received an email from the National Pest Management Association (NPMA), a group of people that work with the pest control industry across the country, asking if AAPSE would be interested in working with them to write a letter of support in looking at ways of offering pesticide certification and testing in times of crisis. BOD members discussed including APSCRO and AAPCO in any letter coming from AAPSE on this topic. Faye Golden will inform NPMA that AAPSE will consider working with NPMA as long as AAPSE has collaboration from AAPCO and APSCRO.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Reach out to NPMA about AAPSE collaborating with AAPCO and APSCRO on this issue.	Faye Golden	6/26/20
✓ Add NPMA to June 26 BOD agenda.	Kim Brown	6/20/20

**Agenda item:** 6. Adjournment **Presenter:** Kim Brown

**Discussion:** Motion by Kerry Richards to adjourn. Seconded by Becky Maguire. Motion passed.

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**Next BOD meeting:** June 26, 2020;10:30 am Central

**Future meeting dates:**  
July 31